

## **UTAH INTERPRETER PROGRAM**

## Professional Development Plan for Earning CEHs in the UIP Lab

Interpreter Name
Contact (phone or email)
Number of CEHs you plan to earn in the lab (Max of 10 hrs per maintenance cycle)
What specific skill enhancement goal will you be working towards? (Pick one skill that you want to work on and be specific about it in your goal! Remember to write out a GOAL – not just a word or two.)
What activities will you be doing to achieve the above goal(s)? (i.e., film yourself then analyze your work for grammatical accuracy; use books, videos, lab mentors, etc. to clearly define the differences and similarities between interpreting and transliterating; analyze 10 different Deaf people on video to see how they use space; meet with language mentor in lab to learn more about classifiers; etc.)
What is your time-line for completing the above plan? (What days will you come to the lab; how long will you stay each time; how many weeks/months will you work on your plan; etc. etc.)
What benefits will accomplishing your plan have to your interpreting work? (Yes, your interpreting work will be better. Explain HOW the goal you wrote above will make your work better.)
Office Use Only!
Reviewed by Lab Mentor date
Completion verified by Lab Mentor date

## How to earn Utah CEHs through the UIP Lab

- 1. Fill out the Professional Development Plan (PDP) stating your goals, activities, time-line, etc. for the work you will be doing in the lab to earn Utah CEHs. Review your proposal with a lab mentor—they can help you brainstorm appropriate ideas for goals and activities. Your plan needs to be signed off by a lab mentor before it is submitted for approval by Mitch.
- 2. Submit your proposal for **pre-approval** to Mitch Jensen. (Make sure you keep a copy for yourself, just in case!) You can drop it by the front desk at the Deaf Center, mail it or fax it.

Mitch Jensen, UIP Director

5709 S. 1500 W.

Fax: 801-263-4865

Taylorsville, UT 84123

- 3. You will receive your original proposal back, either accepted or declined.
- 4. If declined, consult with the lab mentors for recommendations or ideas and re-submit plan.
- 5. When approved, carry out the activities in your plan in the number of hours listed. Complete the table below as you work.
- 6. When you have completed the activities and hours, submit your original proposal to the lab mentor for verification of your in-lab work. They will sign your form as verified by a lab mentor.
- 7. After verification, your lab work and CEHs earned are ready to be submitted with your Certification Maintenance form. Include this original PDP form with your maintenance and certification renewal. CEHs will not be granted without this original form with all required signatures.

Date	Time in lab	What work was done while in lab